

# Exhibit M

**NLI/SEA - Jamey Morrison**

**From:** Norton Lilly Int'l Seattle Office <sea-ops@nortonlilly.com>  
**Sent:** Tuesday, October 28, 2014 1:06 PM  
**To:** sea-ops@nortonlilly.com; Sofia Express (Mail)  
**Cc:** Grant Balke HLAG; 'Keven Snyder Port of Tacoma'; Max Furer HLAG; Montship  
Vancouver BC; WUT Marine Tower; WUT Security; 'Cruz, Jose'; Lee Weber;  
richard.alty@comcast.net; AnthonyLewis1618@hotmail.com  
**Subject:** RE: mv SOFIA EXPRESS - NP3 VOY. 028E - Tacoma Schedule - Revision #1  
**Attachments:** SIX 028E TIW Sched.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** Printed for File

**TO:** Master, m/v SOFIA EXPRESS – NP3 028E  
**CC:** As Addressed  
**FM:** Norton Lilly International – Jamey Morrison, Agent  
**RE:** Tacoma Schedule

Good Day Captain Gründel,

Basis ETD Vancouver Delta Port 28/1800, and latest info from WUT/Coastal planners please see below revised schedule for berthing and operations in Tacoma:

**28 OCT 2014**

1800 ETD Vancouver B.C.  
2300 ETA Port Angeles Pilot Station, Pilot on Board.

**29 OCT 2014**

0400 ETA Commencement Bay, 3 Tugs Alongside, Harbor Pilot on via Tug  
0500 ETB, WUT #2 South Berth, Stbd landing, Bridge Mark: 1700'  
0500 Agent On Board.  
0500 CBP Officers aboard for immigrations formalities.  
Please have all Passports and Visas ready for inspection, all I-95 Shore passes completed.  
0600 Bunker Barge scheduled alongside to stem 2700mt RMK-700 via USOIL.  
0700 CBP Agriculture Inspectors may board for AGM deck inspection.  
0700 De-Lashing Gangs schedule aboard.  
0800 Cargo operations scheduled to Commence with 3 Day Gangs.  
1800 Cargo Operations scheduled to Continue with 5 Night Gangs.

**30 OCT 2014**

0300 Cargo Operations scheduled to Continue with 3 Hoot Gangs.  
0800 Cargo Operations scheduled to Continue with 2-3 Day Gangs.  
1630 Cargo Operations estimated to Complete.  
1700 Earliest Expected ETD for Tokyo, Japan (JPTYO).

**HUSBANDRY ITEMS:**

28/1255 Arriving 2/O Mr. Hernandez picked up at SeaTac airport and transported to EQC Hotel.  
29/0500 Charts Package received in office brought aboard by agent.  
29/0700 Arriving 2/O brought to terminal.\*\*  
29/1200 Departing 2/O Mr. Luttemann picked up from terminal\*\* and taken to SeaTac airport for flight 29/1505.

\*\*Please note for crew changes and shore leave during cargo operations at either berth, crew will need to use the terminal shuttle to the main gate, transportation is not permitted to come alongside the vessel during cargo operations.

TACOMA CONTACT				
INFORMATION	PHONE	FAX	EMAIL	REMARKS
Norton Lilly Agent	(206) 622-6250	(206) 622-6243	<a href="mailto:sea-ops@nortonlilly.com">sea-ops@nortonlilly.com</a>	24 Hour Phone
WUT Planners	(253) 396-4914			
WUT Planners (2nd line)	(253) 396-4935			
PFSO -Terry Graybill	(253) 677-2078	(253) 396-4930	<a href="mailto:tctls@hmm21.com">tctls@hmm21.com</a>	Primary FSO
PFSO -Steve Bassett	(253) 405-4440	(253) 396-4930	<a href="mailto:Steve.bassett@hmm21.com">Steve.bassett@hmm21.com</a>	Secondary FSO
WUT Shuttle Bus	(253) 396-4913		or by VHF Radio given to gangway	For Crew Shuttle to Gate
Tacoma Seaman Center	(253) 272-0716			Open 1200-2000 daily
Taxi Service	(253) 475-4205			24 Hours, to gate only
WUT Address:	1815 Port of Tacoma Road, Tacoma WA 98421			

LOCAL RULES & GUIDELINES	
Line Handlers	Request 30 foot, or 8m taglines and messenger lines be used.
ILWU -Store Loading	ILWU union contract prohibits loading of stores during working hours by anyone other than ILWU labor. Therefore you are allowed to load stores using ships provision crane only during meal and other work breaks, for maximum duration of 1 hour. Loading stores at any other time may expose the vessel to "in lieu of claim" for 4 hours longshoreman labor. At no time should ship's cargo cranes be used to load stores.
USDA- Food & Garbage	USDA may board at any time while in port to inspect for garbage and food violations. First violation is \$1,000 (USD) and subsequent violations up to \$5,000 (USD). Garbage containers should be: 1) Inside Rail, 2) Not Leaking, 3) Covered at all times. Outside cooking grills need to be cleaned with no food remains present.

## ARRIVAL DOCUMENTS

Please have ready on arrival following documents:

- Ship's Registry – **ORIGINAL**
- International Load Line Certificate – **COPY**
- Safety Equipment Certif. + Supplement E – **COPY**
- International Tonnage Certif. – **ORIGINAL**
- Certificate of Financial Responsibility (COFR) – **COPY**
- Bridge Letter - **COPY** (If owner is not the same with operator as stated on COFR)
- Previous Tonnage Taxes and User Fee Receipts
- Last Port Clearance - **ORIGINAL + 1 COPY**
- I-418 (crew list) – **3 pcs**
- CF 1304 (crew effects) – **3 pcs**
- CF 1303 (ship's stores) – **3 pcs**
- Port of Call – **3 pcs**

Best Regards,

Jamey Morrison  
Operations Agent

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Seattle, WA 98134  
As Agent Only

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